



State of Alaska
Department of Labor & Workforce Development
Division of Business Partnerships
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## Denali Training Fund Program Quarterly Progress Report

Funds for this project are provided by the Denali Commission and the USDOL and managed, in partnership, by the Alaska Department of Labor and Workforce Development.

|                       |                                          |
|-----------------------|------------------------------------------|
| Name of Organization: | Center for Employment Education / 10-204 |
| Name of Project:      | Professional Truck Driver Course         |
| Reporting Period:     | April 1 to June 30, 2010                 |
| Contact Name:         | Cheri Lipps                              |
| Contact Number:       | 907-279-8451                             |

Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.

Signed by:

*Cheri Lipps*

Dated:

*Revised 7/16/10*

The performance of this grant will be based upon the success achieved in relation to the goals established and approved by the Alaska Department of Labor, and will be reported in the Grantee's quarterly progress reports. Specific goals and objectives for this project are:

The Grantee will provide training for 18 young adults from rural Alaska for employment opportunities currently available for Construction Drivers - there will be (2) sessions of 9 participants each. The two week intensive Professional Truck Driver course is composed of instructional units that cover all the knowledge and skills required to operate a tractor-trailer safely and properly for entry-level drivers. Training is balanced between classroom, lab, driving on the range or street, and mechanical shop. Industry professionals will lecture on their specialized fields.

Upon successful graduation trainees will enter employment into pre-designated jobs. Projects in Nome, Fort Yukon, Tok, Chena Hot Springs, Point Hope, Savoonga, Grayling, Cordova, McGrath, Pilot Station, and Stevens Village will hire and pay wages to graduates.

**TARGET POPULATION:** 18 participants

Participants served to date: 18

**GOALS/OBJECTIVES ACCOMPLISHED TO DATE:**

Please provide the number of participants served to date.

**Goal 1** To improve employability skills through hands-on training experiences to prepare rural young adults for successful transition to Alaska's workforce.

**Objective 1.1** By December 31, 2009 - contact 25 villages/employers to negotiate agreements and acquire letters of employment or commitments for hire.

**Objective 1.2** By December 31, 2009 - contact 50 potential participants for training.

**Objective 1.3** By December 31, 2009 - select 18 participants for training.

**Objective 1.4** By December 31, 2009 - 18 participants complete training.

**Objective 1.5** By December 31, 2009 - 13 or more participants employed.

| Goals /Objectives |   |                                                                                                                                     | By<br>12/31/09 | Number to<br>Date | Documentation                                                                                                             |
|-------------------|---|-------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------|---------------------------------------------------------------------------------------------------------------------------|
| 1                 | 1 | By December 31, 2009, contact villages/employers to negotiate agreements and acquire letters of employment or commitments for hire. | 25             | 7                 | Maintain contact information, results of contact, and letters of employment or commitment to hire on file for inspection. |
|                   | 2 | By December 31, 2009, contact potential participants for training.                                                                  | 50             | 50                | Maintain contact logs on file.                                                                                            |
|                   | 3 | By December 31, 2009, select participants for training.                                                                             | 18             | 25                | Maintain participant attendance roster.                                                                                   |
|                   | 4 | By December 31, 2009, participants complete training.                                                                               | 18             | 18                | Maintain copies of completion certificates on file.                                                                       |
|                   | 5 | By December 31, 2009, participants employed.                                                                                        | 13             | 11                | Maintain letter of employment on file.                                                                                    |

**NARRATIVE OF SERVICES:**

Provide a brief narrative of services provided this quarter by applicable Goal/Objective as listed above.

Accelerated 2-week Fast Track CDL-A intensive driver training inclusive of classroom, lab and road skills program. We also coordinated and provided their Personal Services (transportation, meals & lodging).

**ACCOMPLISHMENTS: SUCCESS STORIES:**

Provide a narrative of participant successes resulting from participation in your program. Please include photos.

Our budget allowed for additional participants. We selected 6 participants for a third training class in Fairbanks. Each applicant provided a letter of "Intent to Hire", upon completion of training. This training concluded on 6/14/2010 with 5 participants completing their training and obtaining employment. A number of participants in the first two sessions have returned the Post-Training Employment forms, although not all participants have successfully obtained work. For those individuals we continue to provide employment suggestions and encourage them to continue their search.

**PLANNED ACTIVITIES FOR NEXT REPORTING PERIOD:**

Describe the grant activities you expect to complete during the next quarter.

This is the final reporting period.

**ON TIME AND ON BUDGET:**

Are the grant activities progressing as planned? Are you within your budget? If not, what is the cause? What is the solution? How can we help?

With the addition of a third training session we have still completed all training within the fiscal year and within or project budget amendment. We have still not expended the entire budget due to the number of participants who did not complete the entire program. We had less direct expenses.

The next opportunity provided to us to have a similar grant, we would plan the classes out far enough to complete through screening and ties to employment before selection. It is preferable to provide training during winter months so that participants are available for summer employment. This does however cause a lag in the time from completion of training to employment and at first appears unsuccessful. We are pleased with the number of participants who received the training have indeed obtained employment.

**DEMOGRAPHIC DATA:**

List the number of trainees by their home community, the type of training, certification, training date, graduation date, and who will employ them upon completion of training this quarter.

| Name              | Number of Trainees | Home Community | Type of Training | Type of Certification | Training Dates     | Graduation Date | Commitment for employment after training |
|-------------------|--------------------|----------------|------------------|-----------------------|--------------------|-----------------|------------------------------------------|
| Charles Talbott   | 1                  | FT. Yukon      | CDL              | CDL A                 | 11/30 – 12/4/09    | Dec 14, 2009    |                                          |
| Adlai Alexander   | 1                  | Ft. Yukon      | CDL              | CDL B                 | 11/30 – 12/4/09    | Dec 14, 2009    | Employed/Tribal Gvt                      |
| Michael Barnes    | 1                  | Palmer         | CDL              | CDL A                 | 11/30 – 12/4/09    | Dec 14, 2009    |                                          |
| Christy James     | 1                  | Tok            | CDL              | CDL A                 | 11/30 – 12/4/09    | Dec 14, 2009    | Employed/Operator                        |
| Donald Albright   | 1                  | Wasilla        | CDL              | CDLA                  | 11/30 – 12/4/09    | Dec 14, 2009    | Employed/Laborer                         |
| Eric Stevens      | 1                  | Copper Center  | CDL              | CDL A                 | 01/04 – 01/18/10   | Jan 19, 2010    | Employed/Driver                          |
| Howard Joseph     | 1                  | Ft. Yukon      | CDL              | CDL A                 | 01/04 – 01/18/10   | Jan 19, 2010    | Employed/Driver                          |
| Samson Frank      | 1                  | Gakona         | CDL              | CDL A                 | 01/04 – 01/18/10   | Jan 19, 2010    | Employed/Laborer                         |
| John Hardy        | 1                  | Ft. Yukon      | CDL              | CDL                   | 01/04-01/18/2010   | Jan 19, 2010    | Employed/ Driver                         |
| Tiffany Hargraves | 1                  | Ketchikan      | CDL              | CDL A                 | 01/04 – 01/18/10   | Jan 19, 2010    | Relocated to FBX. Unemployed             |
| Brandon Thomas    | 1                  | Nome           | CDL              | CDL A                 | 01/04 – 01/18/10   | Jan 19, 2010    | Fueler/Ramper                            |
| George Albert     | 1                  | Northway       | CDL              | CDL A                 | 01/04 – 01/18/10   | Jan 19, 2010    |                                          |
| David James       | 1                  | Ft. Yukon      | CDL              | CDL A                 | 01/04 – 01/18/2010 | Jan 19, 2010    | Relocated to FBX                         |
| Mindy Strom       | 1                  | Ft. Yukon      | CDL              | CDL A                 | 06/01 – 06/14/10   | Jun 14, 2010    | Employed/Driver                          |
| Duane Solomon     | 1                  | Ft. Yukon      | CDL              | CDL A                 | 06/01 – 06/14/10   | Jun 14, 2010    | Employed/Maint.                          |
| Marc Warburton    | 1                  | Nome           | CDL              | CDL A                 | 06/01 – 06/14/10   | Jun 14, 2010    | Relocated to FBX<br>Employed/Driver      |
| Michael Lake      | 1                  | Palmer         | CDL              | CDL A                 | 06/01 – 06/14/10   | Jun 14, 2010    | Employed/Laborer                         |
| Joe Joe           | 1                  | St. Mary's     | CDL              | CDL A                 | 06/01 – 06/14/10   | Jun 14, 2010    | Employed/Driver                          |

**Please note:** The data collected in your Quarterly Progress Report provides vital information that can have a direct impact on future funding for our grant programs. Forwarding your success stories and photos as part of our requests is further evidence of how rural youth training is crucial to building a strong workforce for Alaska. Thank you in advance for your cooperation.